

## Training Course Descriptions

1. **Adoption Core Training** – This two-week training covers DHS adoption policy for both public and private adoption specialists. The following topic areas are addressed including relevant law and policy:
  - A. **Termination of Parental Rights/On Line Manuals**-This one day section of the training is designed to develop an understanding as to how children become available for adoption. Participants are trained on the different types of wardships, types of funding sources, and court order forms. Trainees are given the opportunity to learn how to utilize On Line Manuals and gain knowledge of policy. The trainees will access policy through the use of On Line Manuals.
  - B. **Child Assessment** – This three day section of the training is designed to develop skills that will assist the Adoption Specialist in accurately completing a Child Assessment. Trainees are introduced to the Child Assessment form that is used to identify the needs of children available for adoption. This includes locating and discussing relevant policy. Trainees will complete a Child Assessment based on a training case scenario, including identifying the skills and attributes an adoptive family will need to have to meet this child's needs.
  - C. **Recruitment/Orientation/Application** – This one day section of the training is designed to provide Adoption Specialists with the knowledge and skills necessary to orient potential adoptive families. It also covers the adoption application that families will complete. Policy regarding these areas is located and discussed.
  - D. **Family Assessment** - This two day section of the training is designed to develop skills that will assist the Adoption Specialist in accurately completing a Family Assessment. Trainees are introduced to the Family Assessment form that is used to identify the strengths and weaknesses of potential adoptive families. This training is designed to help the specialists acquire the skills necessary to assess families regarding their ability to be successful adoptive families. This includes locating and discussing relevant policy. Trainees will complete a Family Assessment based on one of three training family scenarios, including identifying the skills and attributes an adoptive family has that will enable them to meet an adoptive child's needs. Trainees are also asked to present the family they studied to the rest of the class via a group presentation.
  - E. **The Match** – This half day section of the training is designed to develop the skills an adoption specialist will need to utilize when making a “match” between a potential adoptive family and a child. Trainees utilize the training case to make a match for the training child by selecting from the three families they have been given information on.
  - F. **Consent** – This half day section of the training is designed to develop the skills an adoption specialist will need to request consent from the MCI Superintendent. Trainees will utilize the Consent Request Form as well as composing a cover letter to ask for consent for the adoption of the training case child.
  - G. **Placement Order** – This half day section of the training is designed to help adoption specialists become familiar with the court order forms used in adoption as well as the policy associated with the court forms. Trainees will utilize the

- SCAO website to review current court orders and identify those that are needed to request a placement order for the training case. Trainees will also compose a cover letter to the court requesting a placement order.
- H. The Move-** This half day section of the training is designed to develop the skills trainees will need to facilitate a move of a child into an adoptive home. Pertinent information regarding attachment, visitations, etc. is included in this session.
  - I. Confirmation/Finalization** – During this half day section of the training, trainees will learn what is needed to request finalization of an adoption. They will also learn what policy applies and what they must do at this point in the adoption process.
  - J. Post-Adoption** – This half day section of the training is designed to increase trainee knowledge regarding post adoption services and policy requirements regarding these services.
- 2. Transitioning Successful Adoption Families** – This one day training is designed to develop skills that will assist Adoption Specialists to have productive communications with families by drawing the client into positive and effective interactions. These engagement skills will encourage the families to become fully aware of what adoption is and what it could mean for their families. Participants will be trained in solution-focused/strength based skills as well as adoption specific issues. Trainees will also receive an overview of trauma and the impact this can have on the adopted child and family.
- 3. Adoption Legal** – This is a two-day training that explains the law as it relates to child welfare, specifically adoption. The Adoption Code, Indian Child Welfare Act, and the Interstate Compact, as well as completing a Petition for Adoption, are explained in detail. The Trainee participates in activities to help them retain the information presented.
- 4. Adoption Subsidy** – This one day training is designed to provide Adoption Specialists with the skills and knowledge necessary to apply for adoption subsidy. Adoption Specialists will understand how the subsidy process works and will have the opportunity to apply for support subsidy, medical subsidy and non-recurring expenses for the training case.
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